ATAAPS TRAINNG

Certifying Time Sheet

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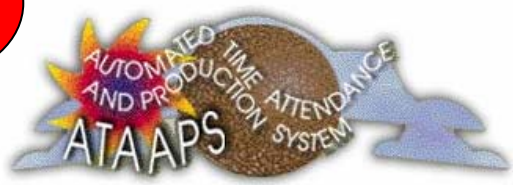
Open the following website: https://ataaps.cds.disa.mil

Department of Defense

ATAAPS



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DLA Ver 7.10
ATEC Ver 7.10
OUSD (AT&L) Ver 7.10
OAA Ver 7.10
OCSA Ver 7.10
ACA Ver 7.10
IMCOM Ver 7.10
ARL Ver 7.10
CARLISLE Ver 7.10
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USASAC Ver 7.10
TACOM Ver 7.10

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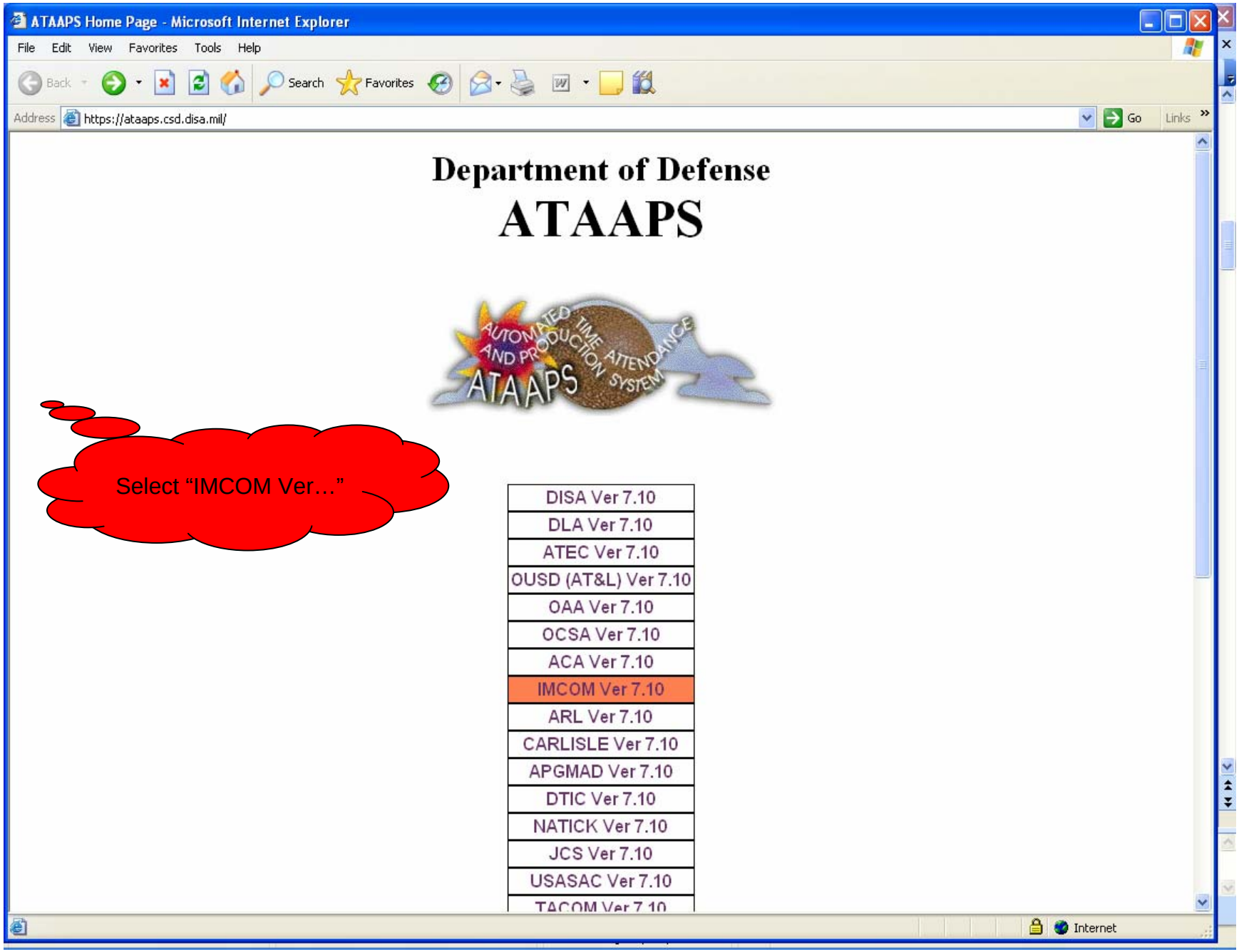
ATAAPS Home Page - Microsoft Internet Explorer
File Edit View Favorites Tools Help
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Address https://ataaps.csd.disa.mil/
Go Links
Department of Defense
ATAAPS
AUTOMATED TIME ATTENDANCE AND PRODUCTION SYSTEM
ATAAPS
Select "IMCOM Ver…"
DISA Ver 7.10
DLA Ver 7.10
ATEC Ver 7.10
OUSD (AT&L) Ver 7.10
OAA Ver 7.10
OCSA Ver 7.10
ACA Ver 7.10
IMCOM Ver 7.10
ARL Ver 7.10
CARLISLE Ver 7.10
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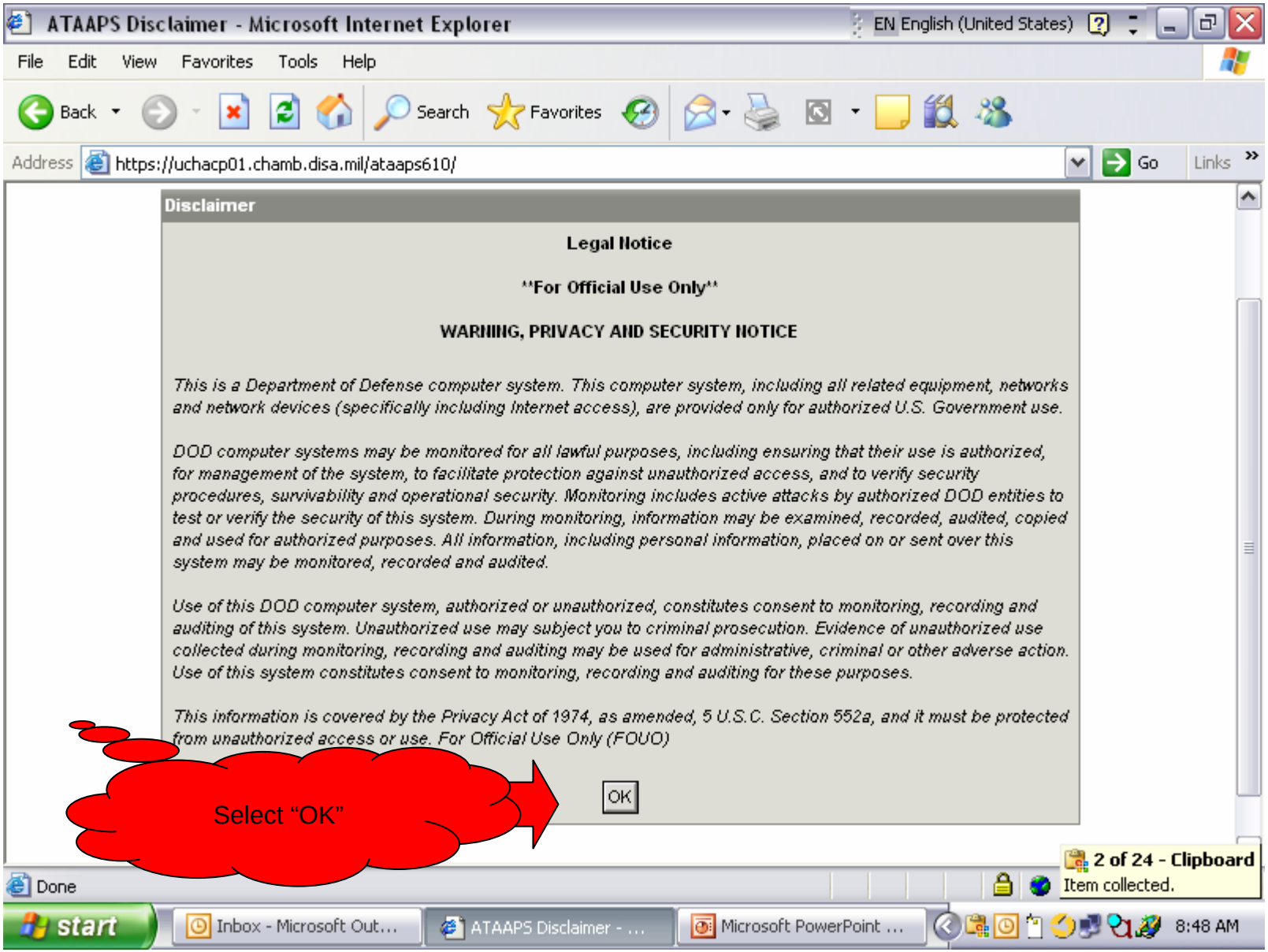
Internet


ATAAPS Disclaimer - Microsoft Internet Explorer
EN English (United States)
File Edit View Favorites Tools Help
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Address https://uchacp01.chamb.disa.mil/ataaps610/
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Legal Notice
"For Official Use Only"
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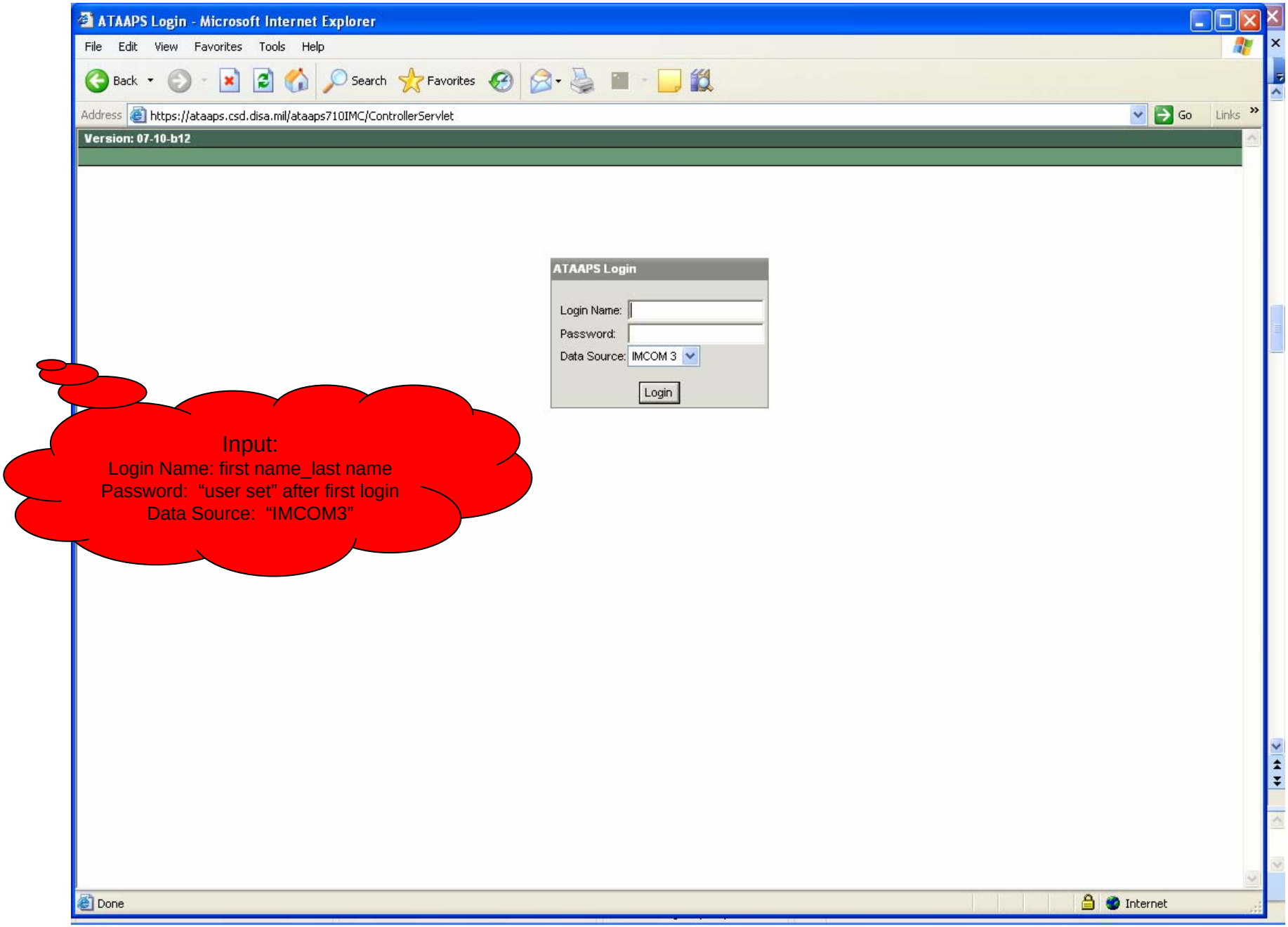
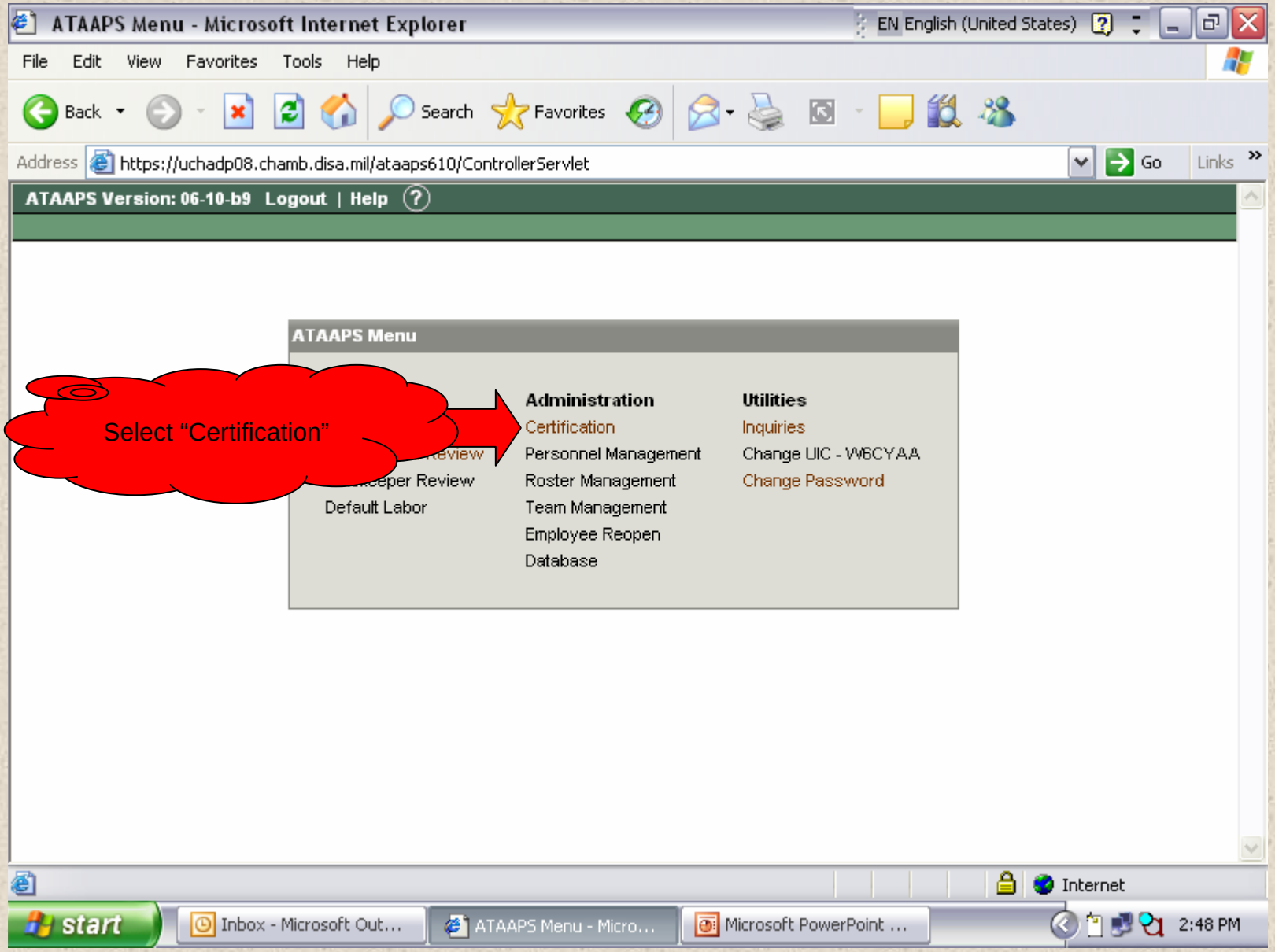
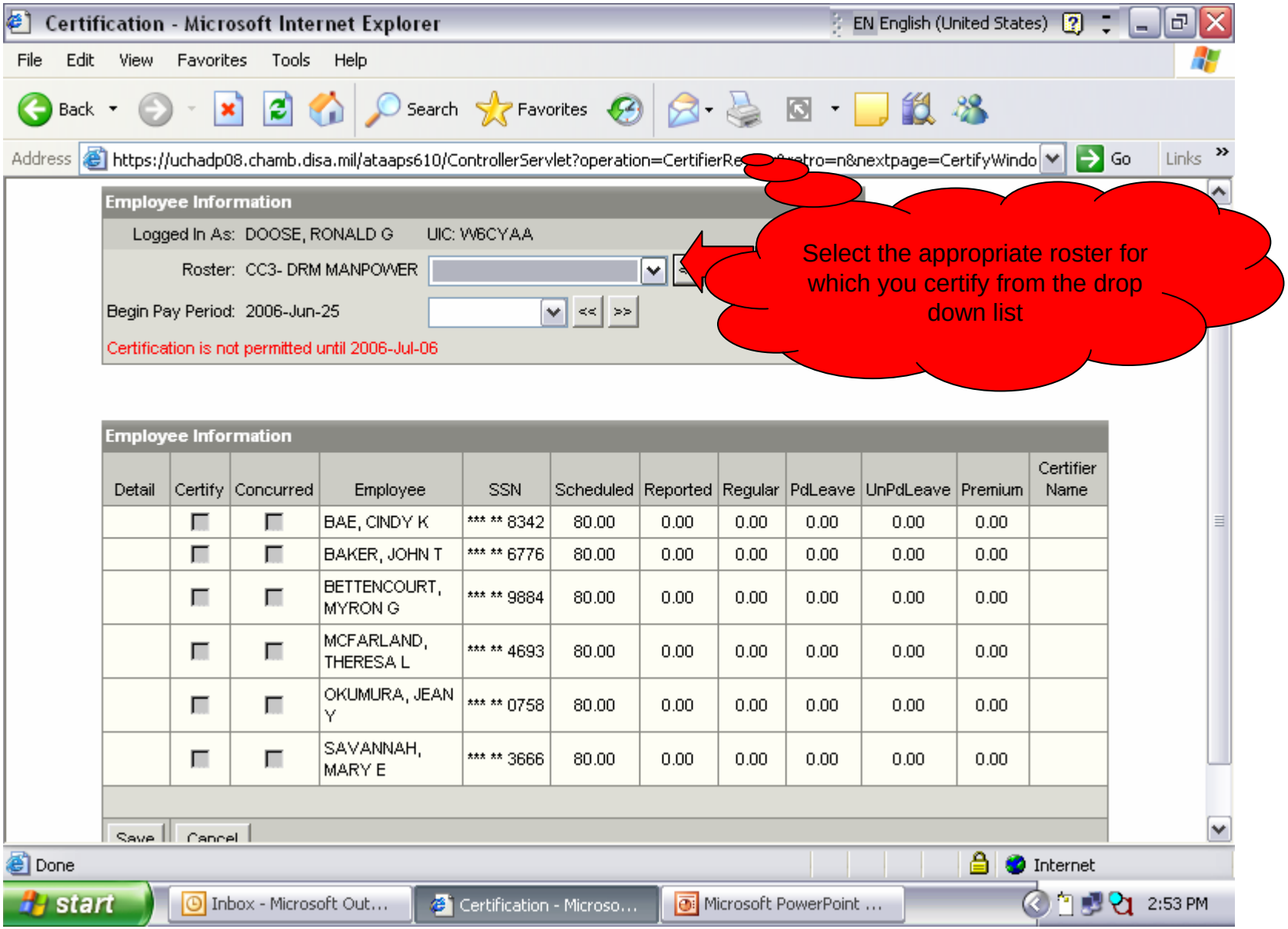
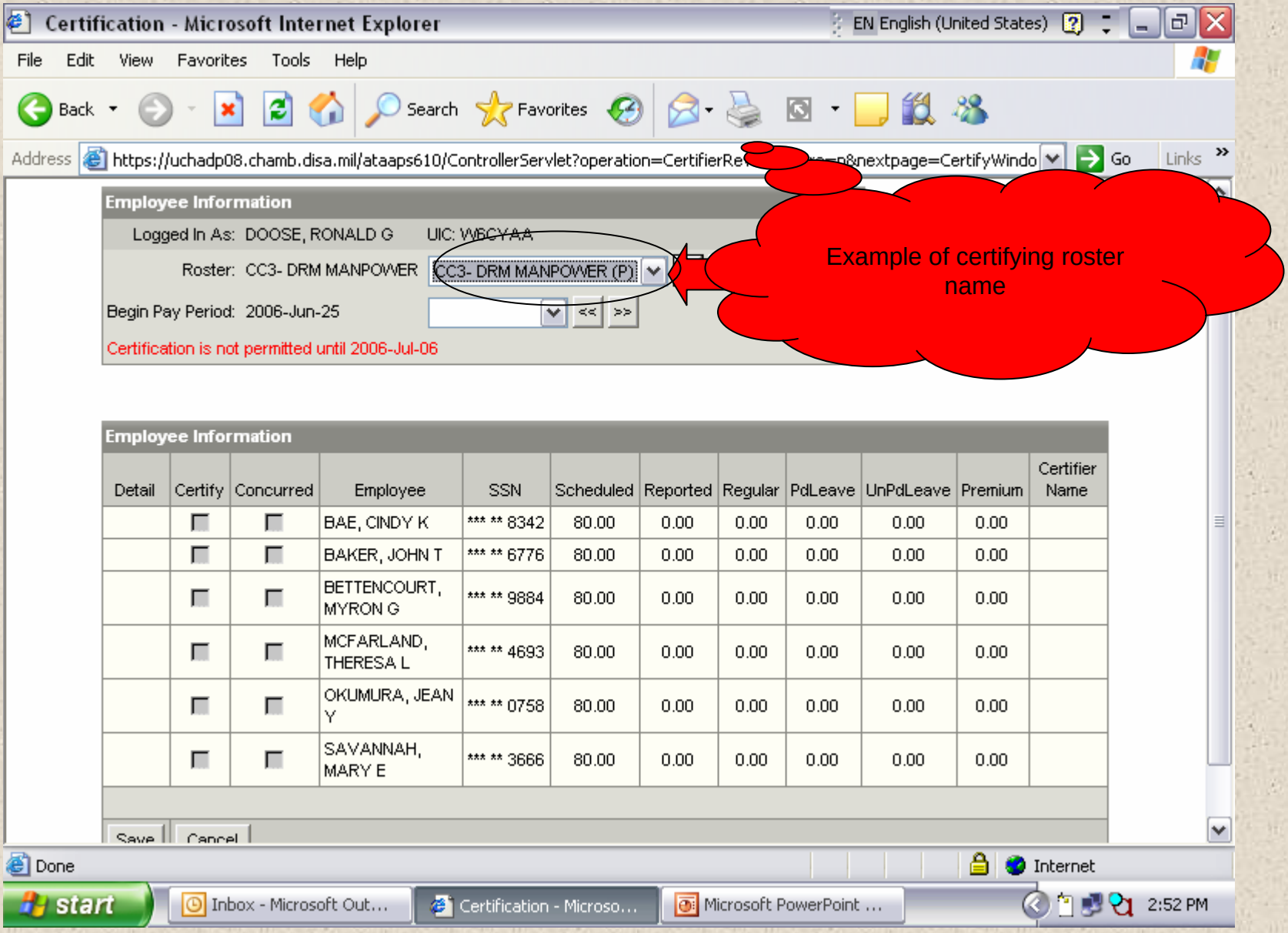
This information is covered by the Privacy Act of 1974, as amended, 5 U.S.C. Section 552a, and it must be protected from unauthorized access or use. For Official Use Only (FOUO)
OK
Select "OK"
Done
2 of 24 - Clipboard
Item collected.
start
Inbox - Microsoft Out...
ATAAPS Disclaimer - ...
Microsoft PowerPoint ...
8:48 AM


ATAAPS Login - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites
Address https://ataaps.csd.disa.mil/ataaps710IMC/ControllerServlet
Go Links
Version: 07-10-b12
ATAAPS Login
Login Name:
Password:
Data Source: IMCOM 3
Login
Input:
Login Name: first name_last name
Password: "user set" after first login
Data Source: "IMCOM3"
Done
Internet


ATAAPS Menu - Microsoft Internet Explorer
EN English (United States)
File Edit View Favorites Tools Help
Back Search Favorites
Address https://uchadp08.chamb.disa.mil/ataaps610/ControllerServlet
Go Links
ATAAPS Version: 06-10-b9 Logout | Help
ATAAPS Menu
Select "Certification"
Default Labor
Administration
Certification
Personnel Management
Roster Management
Team Management
Employee Reopen
Database
Utilities
Inquiries
Change UIC - W6CYAA
Change Password
Internet
start
Inbox - Microsoft Out...
ATAAPS Menu - Micro...
Microsoft PowerPoint ...
2:48 PM


Certification - Microsoft Internet Explorer
EN English (United States)
File Edit View Favorites Tools Help
Back Search Favorites
Address https://uchadp08.chamb.disa.mil/ataaps610/ControllerServlet?operation=CertifierRe
Go Links
Employee Information
Logged In As: DOOSE, RONALD G UIC: W6CYAA
Roster: CC3- DRM MANPOWER
Begin Pay Period: 2006-Jun-25
Certification is not permitted until 2006-Jul-06
Select the appropriate roster for which you certify from the drop down list
Employee Information
Detail Certify Concurred Employee SSN Scheduled Reported Regular PdLeave UnPdLeave Premium Certifier Name
BAE, CINDY K *** ** 8342 80.00 0.00 0.00 0.00 0.00 0.00
BAKER, JOHN T *** ** 6776 80.00 0.00 0.00 0.00 0.00 0.00
BETTENCOURT, MYRON G *** ** 9884 80.00 0.00 0.00 0.00 0.00 0.00
MCFARLAND, THERESA L *** ** 4693 80.00 0.00 0.00 0.00 0.00 0.00
OKUMURA, JEAN Y *** ** 0758 80.00 0.00 0.00 0.00 0.00 0.00
SAVANNAH, MARY E *** ** 3666 80.00 0.00 0.00 0.00 0.00 0.00
Save Cancel
Done
Internet
start
Inbox - Microsoft Out...
Certification - Microso...
Microsoft PowerPoint ...
2:53 PM


Certification - Microsoft Internet Explorer
EN English (United States)
File Edit View Favorites Tools Help
Back Search Favorites
Address https://uchadp08.chamb.disa.mil/ataaps610/ControllerServlet?operation=CertifierRe
Go Links
Employee Information
Logged In As: DOOSE, RONALD G UIC: WBCYAA
Roster: CC3- DRM MANPOWER CC3- DRM MANPOWER (P)
Begin Pay Period: 2006-Jun-25 << >>
Certification is not permitted until 2006-Jul-06
Example of certifying roster name
Employee Information
Detail Certify Concurred Employee SSN Scheduled Reported Regular PdLeave UnPdLeave Premium Certifier Name
BAE, CINDY K *** ** 8342 80.00 0.00 0.00 0.00 0.00 0.00
BAKER, JOHN T *** ** 6776 80.00 0.00 0.00 0.00 0.00 0.00
BETTENCOURT, MYRON G *** ** 9884 80.00 0.00 0.00 0.00 0.00 0.00
MCFARLAND, THERESA L *** ** 4693 80.00 0.00 0.00 0.00 0.00 0.00
OKUMURA, JEAN Y *** ** 0758 80.00 0.00 0.00 0.00 0.00 0.00
SAVANNAH, MARY E *** ** 3666 80.00 0.00 0.00 0.00 0.00 0.00
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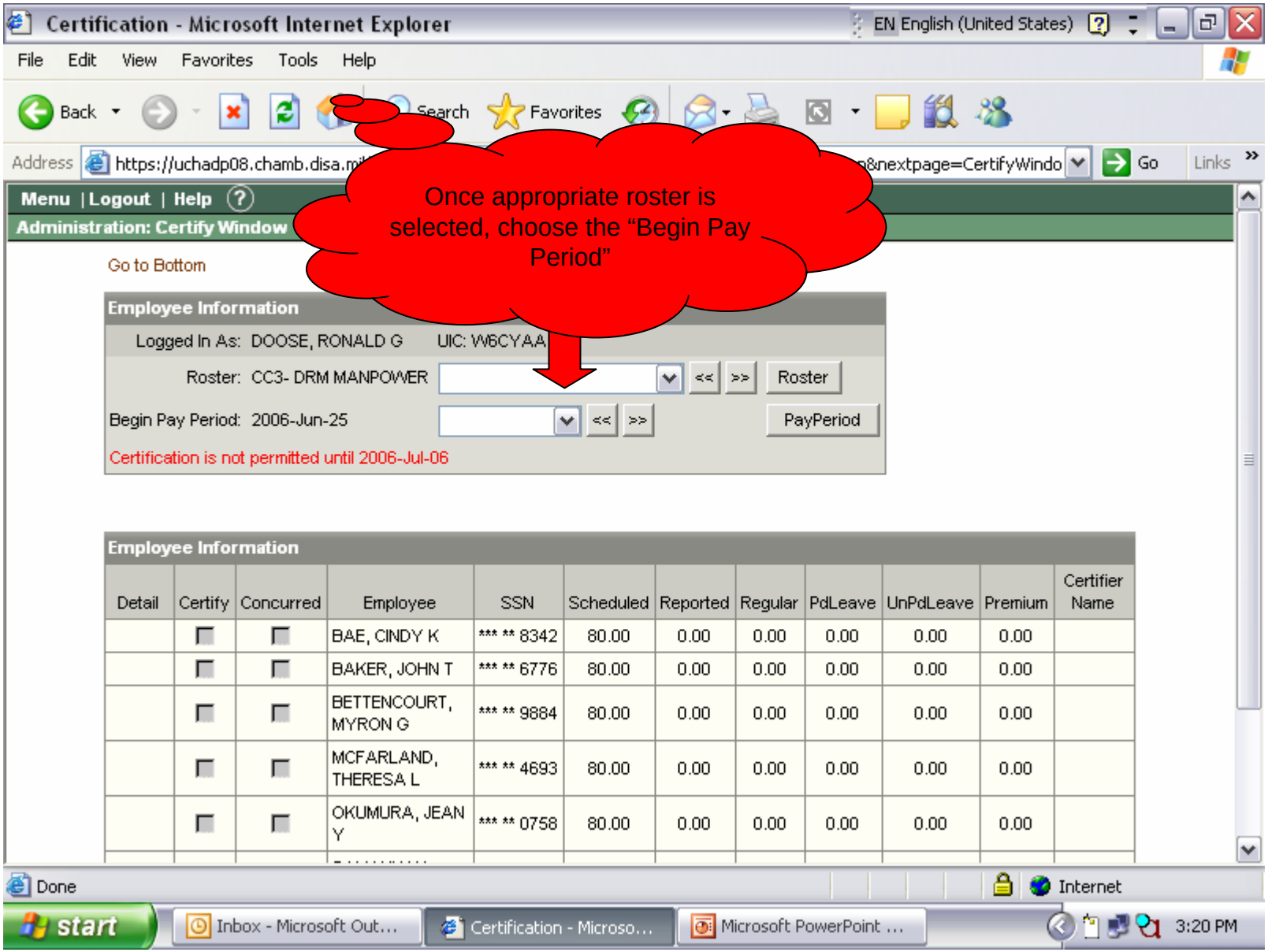
Certification - Microsoft Internet Explorer
EN English (United States)
File Edit View Favorites Tools Help
Back Search Favorites
Address https://uchadp08.chamb.disa.mil
&nextpage=CertifyWindo
Go Links
Menu | Logout | Help
Administration: Certify Window
Go to Bottom
Once appropriate roster is selected, choose the "Begin Pay Period"
Employee Information
Logged In As: DOOSE, RONALD G UIC: W6CYAA
Roster: CC3- DRM MANPOWER << >> Roster
Begin Pay Period: 2006-Jun-25 << >> PayPeriod
Certification is not permitted until 2006-Jul-06
Employee Information
Detail Certify Concurred Employee SSN Scheduled Reported Regular PdLeave UnPdLeave Premium Certifier Name
BAE, CINDY K *** ** 8342 80.00 0.00 0.00 0.00 0.00 0.00
BAKER, JOHN T *** ** 6776 80.00 0.00 0.00 0.00 0.00 0.00
BETTENCOURT, MYRON G *** ** 9884 80.00 0.00 0.00 0.00 0.00 0.00
MCFARLAND, THERESA L *** ** 4693 80.00 0.00 0.00 0.00 0.00 0.00
OKUMURA, JEAN Y *** ** 0758 80.00 0.00 0.00 0.00 0.00 0.00
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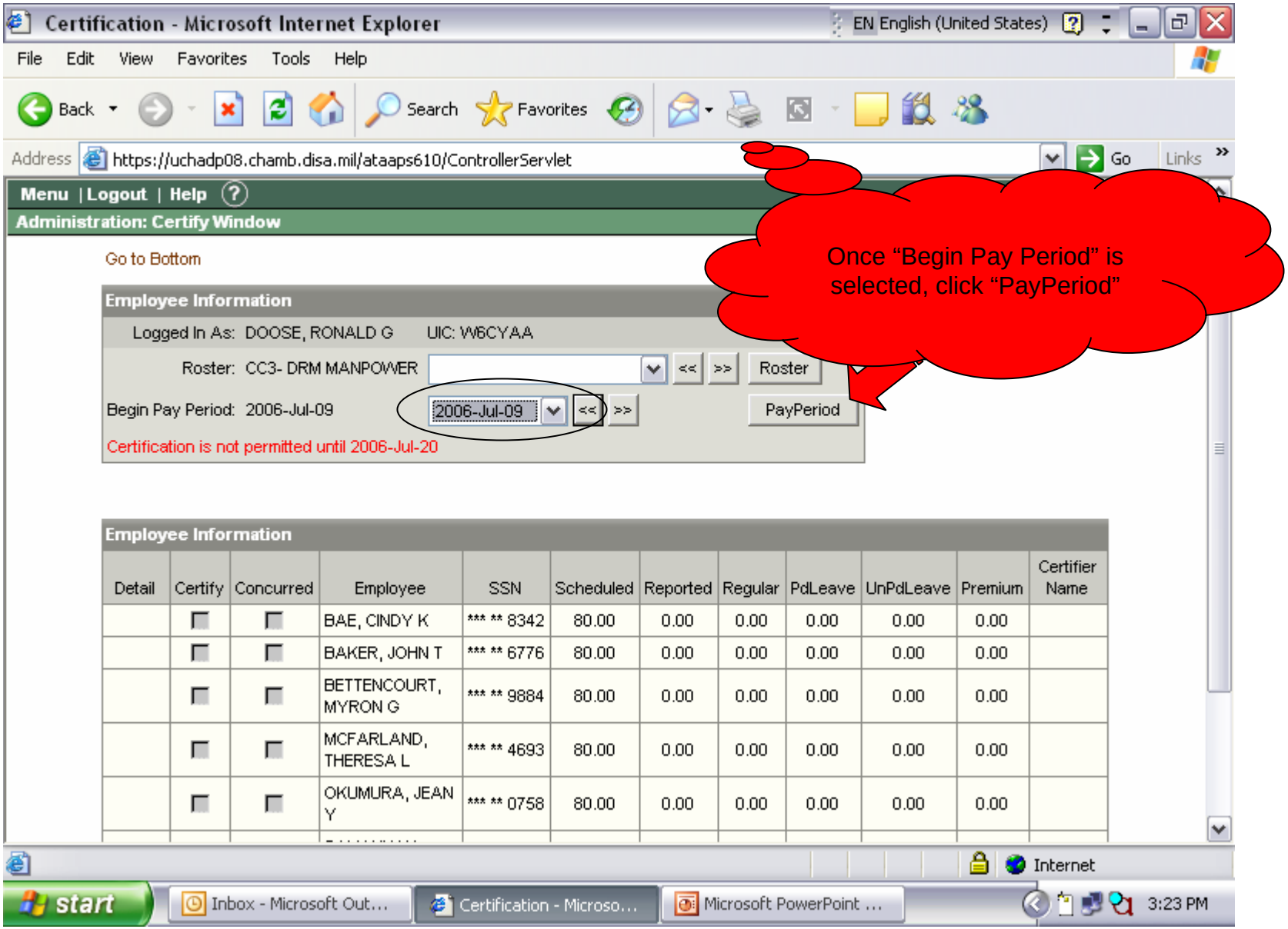
Microsoft PowerPoint ...
3:20 PM


Certification - Microsoft Internet Explorer
EN English (United States)
File Edit View Favorites Tools Help
Back Search Favorites
Address https://uchadp08.chamb.disa.mil/ataaps610/ControllerServlet
Go Links
Menu | Logout | Help
Administration: Certify Window
Go to Bottom
Employee Information
Logged In As: DOOSE, RONALD G UIC: W6CYAA
Roster: CC3- DRM MANPOWER
Roster
Begin Pay Period: 2006-Jul-09
2006-Jul-09
PayPeriod
Certification is not permitted until 2006-Jul-20
Once "Begin Pay Period" is selected, click "PayPeriod"
Employee Information
Detail Certify Concurred Employee SSN Scheduled Reported Regular PdLeave UnPdLeave Premium Certifier Name
BAE, CINDY K *** ** 8342 80.00 0.00 0.00 0.00 0.00 0.00
BAKER, JOHN T *** ** 6776 80.00 0.00 0.00 0.00 0.00 0.00
BETTENCOURT, MYRON G *** ** 9884 80.00 0.00 0.00 0.00 0.00 0.00
MCFARLAND, THERESA L *** ** 4693 80.00 0.00 0.00 0.00 0.00 0.00
OKUMURA, JEAN Y *** ** 0758 80.00 0.00 0.00 0.00 0.00 0.00
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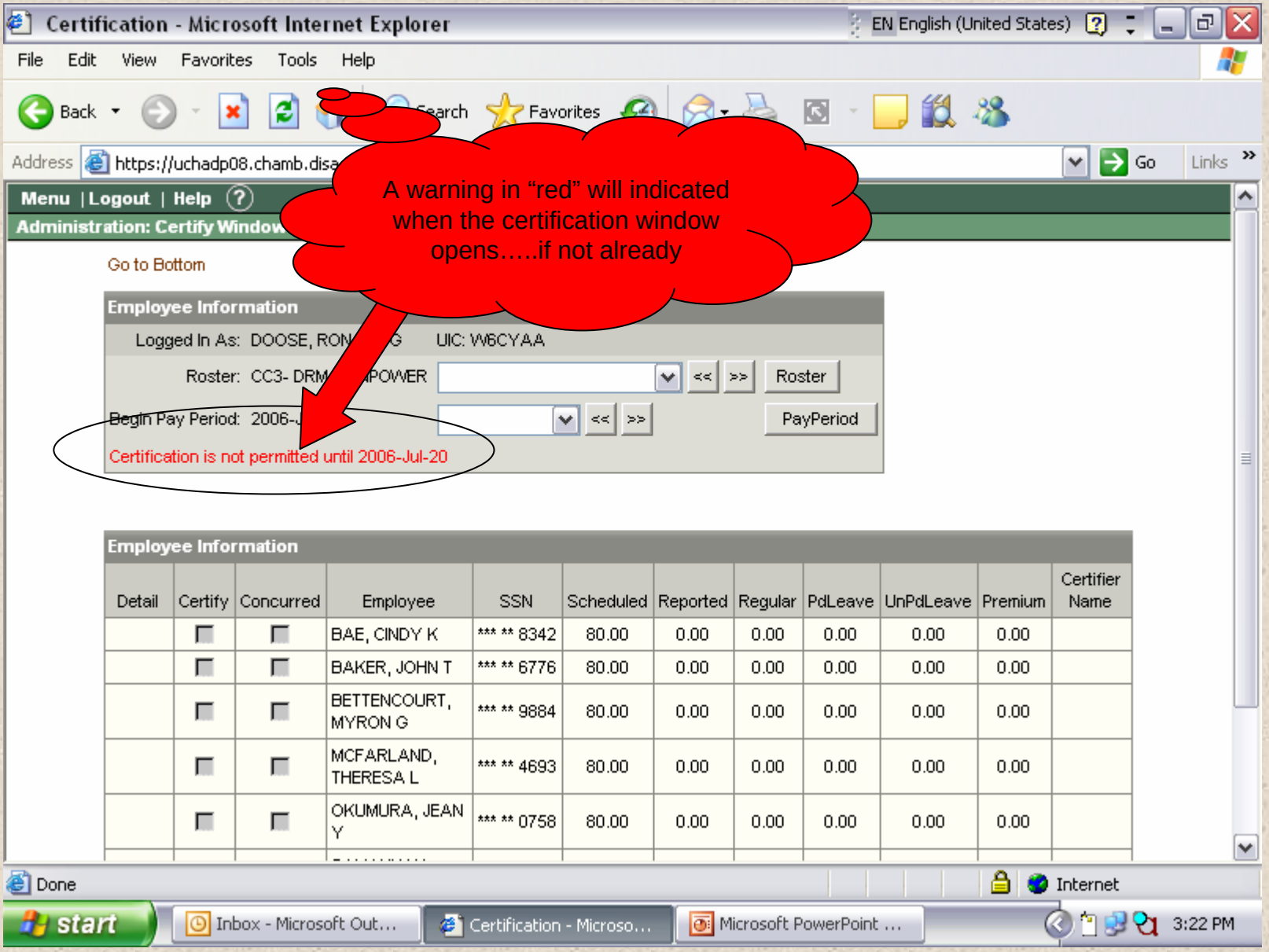
3:23 PM


Certification - Microsoft Internet Explorer
EN English (United States)
File Edit View Favorites Tools Help
Back
Search
Favorites
Address
https://uchadp08.chamb.disa
Go
Links
Menu | Logout | Help
Administration: Certify Window
A warning in “red” will indicated when the certification window opens…..if not already
Go to Bottom
Employee Information
Logged In As: DOOSE, RON G
UIC: W6CYAA
Roster: CC3- DRM POWER
Roster
Begin Pay Period: 2006-
PayPeriod
Certification is not permitted until 2006-Jul-20
Employee Information
Detail
Certify
Concurred
Employee
SSN
Scheduled
Reported
Regular
PdLeave
UnPdLeave
Premium
Certifier Name
BAE, CINDY K
*** ** 8342
80.00
0.00
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0.00
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0.00
BAKER, JOHN T
*** ** 6776
80.00
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BETTENCOURT, MYRON G
*** ** 9884
80.00
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MCFARLAND, THERESA L
*** ** 4693
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OKUMURA, JEAN Y
*** ** 0758
80.00
0.00
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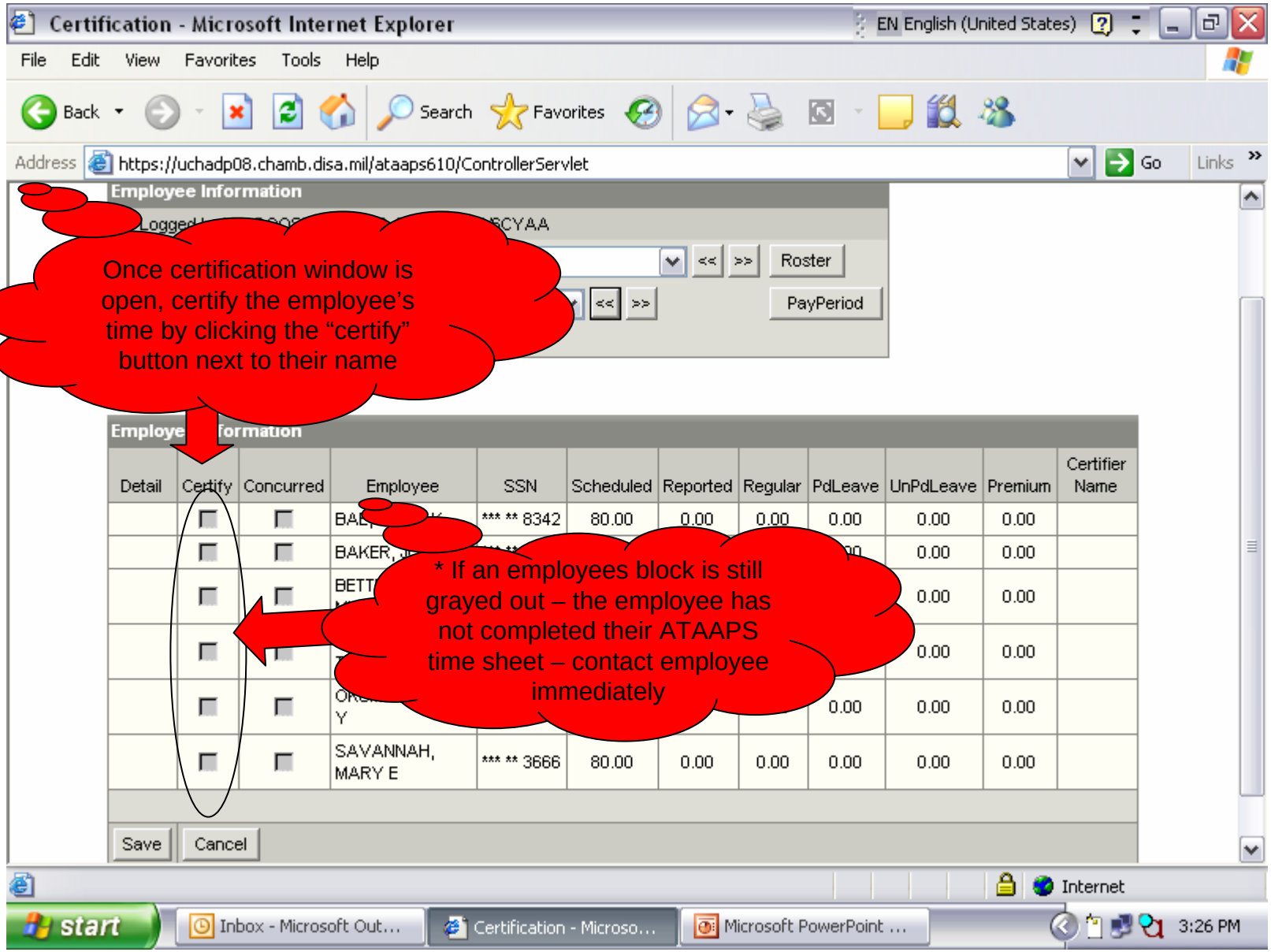
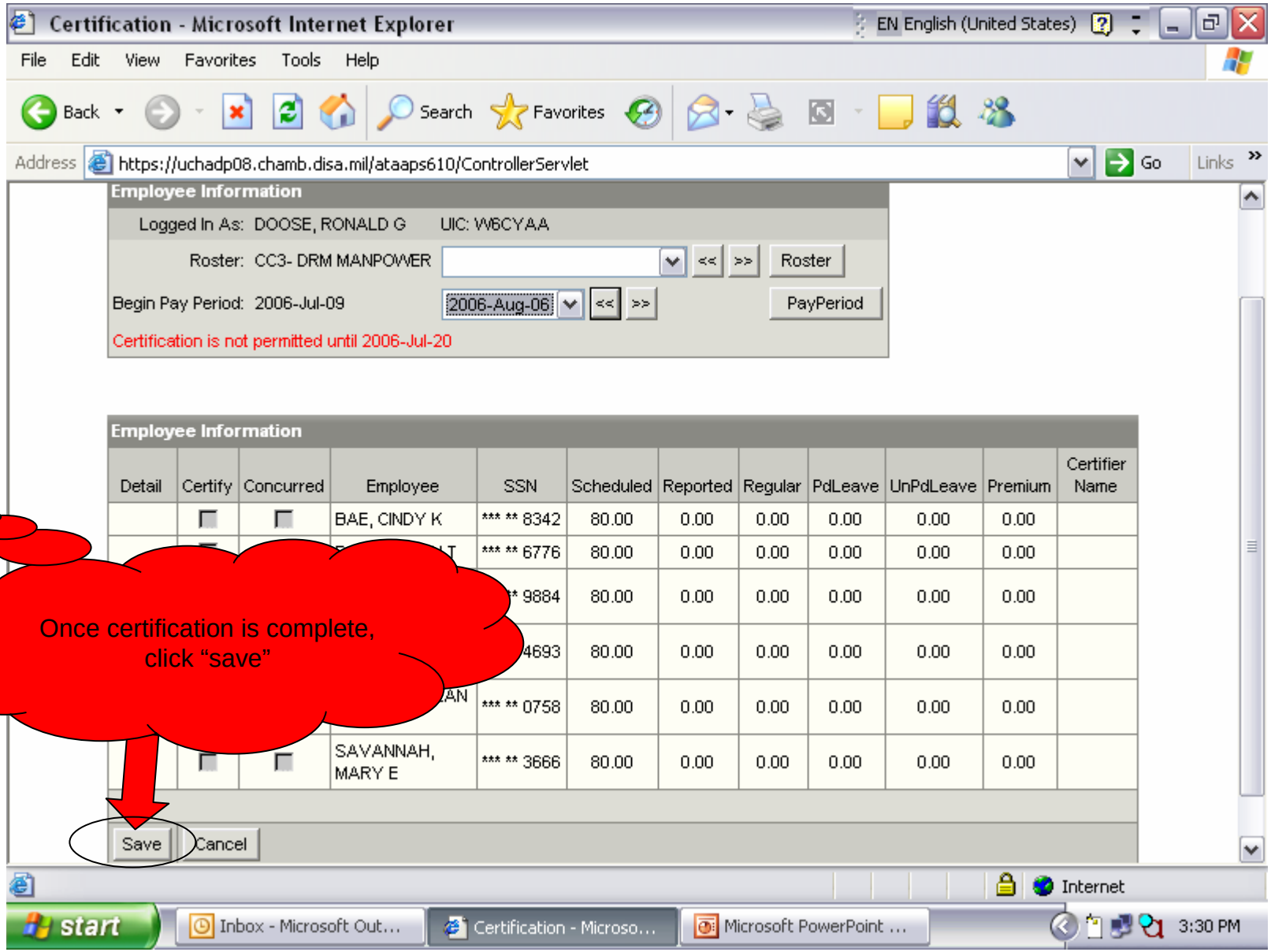
0.00
Done
Internet
start
Inbox - Microsoft Out...
Certification - Microso...
Microsoft PowerPoint ...
3:22 PM


Certification - Microsoft Internet Explorer
EN English (United States)
File Edit View Favorites Tools Help
Back Search Favorites
Address https://uchadp08.chamb.disa.mil/ataaps610/ControllerServlet
Go Links
Employee Information
Roster
PayPeriod
Once certification window is open, certify the employee's time by clicking the "certify" button next to their name
Detail
Certify
Concurred
Employee
SSN
Scheduled
Reported
Regular
PdLeave
UnPdLeave
Premium
Certifier Name
*** ** 8342
80.00
0.00
SAVANNAH, MARY E
*** ** 3666
* If an employees block is still grayed out – the employee has not completed their ATAAPS time sheet – contact employee immediately
Save
Cancel
Internet
start
Inbox - Microsoft Out...
Certification - Microso...
Microsoft PowerPoint ...
3:26 PM


Certification - Microsoft Internet Explorer
EN English (United States)
File Edit View Favorites Tools Help
Back Search Favorites
Address https://uchadp08.chamb.disa.mil/ataaps610/ControllerServlet
Go Links
Employee Information
Logged In As: DOOSE, RONALD G UIC: W6CYAA
Roster: CC3- DRM MANPOWER << >> Roster
Begin Pay Period: 2006-Jul-09 2006-Aug-06 << >> PayPeriod
Certification is not permitted until 2006-Jul-20
Employee Information
Detail Certify Concurred Employee SSN Scheduled Reported Regular PdLeave UnPdLeave Premium Certifier Name
BAE, CINDY K *** ** 8342 80.00 0.00 0.00 0.00 0.00 0.00
*** ** 6776 80.00 0.00 0.00 0.00 0.00 0.00
** 9884 80.00 0.00 0.00 0.00 0.00 0.00
4693 80.00 0.00 0.00 0.00 0.00 0.00
*** ** 0758 80.00 0.00 0.00 0.00 0.00 0.00
SAVANNAH, MARY E *** ** 3666 80.00 0.00 0.00 0.00 0.00 0.00
Once certification is complete, click “save”
Save Cancel
Internet
start
Inbox - Microsoft Out...
Certification - Microso...
Microsoft PowerPoint ...
3:30 PM